

MINUTES

Park, Arts and Culture Committee Meeting

Wednesday, August 21, 2013

5:45-7:00 PM

Room 12, City Hall

Participants

Committee Members: Councilor Karen Paul, Ward 6 (KP) *via Skype*
Councilor Vince Brennan, Ward 3 (VB)
Councilor Bryan Aubin, Ward 4 (VB)

Staff: Jen Francis, Parks Planner, Parks & Recreation (JF)
Jesse Bridges, Director, Parks & Recreation
Nate Wildfire, Assistant Director, CEDO (NW)

Others: John Bossange, Parks & Recreation Commission (JBS)
Ralph Montefusco, Committee on Accessibility
Jim Lockridge, Community Member

1) Approval of agenda & draft minutes from 7/10/13

- Meeting came to order at 5:54 p.m.
- Agenda approved as is (Aubin/Brennan)
- Minutes approved as is (Aubin/Brennan)

2) Public Forum

- No public comment

3) Parks Foundation Presentation (Bossange/Bridges)

- MOU crafted: how foundation works within city structure/projects/procurement processes
- City precedent for foundation model
- John Ewing, Steve Allen, Jesse Bridges have been meeting to develop MOU, bylaws and case statement
- Goals
 - To raise one million dollars for the bike path
 - To fund other projects
 - To serve as a larger umbrella organization groups for private groups that are trying to raise money; more efficient sourcing
 - Established as a 501-3C organization
- Asking for approval of a supporting resolution

- In the process of finding board members
- VB: Can you talk about accountability of fund and the resources needed? Many non-profits disclose where funds are going... will City Council have the opportunity to review financials?
- JB: Book keeping, treasures, bank account through People's United w/financial advisor. Many foundations assess a fee on the gift (like 5%) to cover administrative costs. Jesse and staff will be working on this – the city is not paying staff for their time. Director will have to sign off on viable of any project and its fit within the city's project list. Any gift or grant received will follow the same policies for procurement and approval processes. Naming policy will be reviewed, for both projects and scholarships, setting benchmarks and thresholds for donors to strive to.
- VB: Concern with other issues that have happened in the state and hopes that the foundation will express the accountability issue to the City Council: we are open, transparent and have the checks and balances in place.
- JBS: There will be an annual report; the gift comes to the City Council for approval in the end.
- VB: Is there a distinction to make between tax exempt policies – difference between giving to municipality verses a 501-3C. This should be made clear in the resolution.
- KP: Has Eileen reviewed this? Where does this resolution sit with the P&R Commission? Concern with meeting schedule; this may be PACC's last opportunity to meet on this issue.
- JB: Gregg is working a full review. On the PRC agenda next month and will vote on approval. MOU has been fully vetted by the attorney. The resolution speaks to the spirit of the document while the MOU provides the detail.
- KP: Are Vince & Bryan comfortable voting on this as a draft resolution?
- VB: They've done a good job & I like what I see... my questions we regarding roll-out.
- KP: Motion to approve draft resolution. Motion approved (see).

4) Update from the Committee on Accessibility (Montefusco)

- Committee is up and running made up of a combination of non-profit leaders, city staff and community members; as co-chair Ralph (Patrick Standen is also co-chair) is beginning the conversation with various city committees and commissions
- Review of the mission statement: fostering principals of inclusion; while we cannot fix everything, we can maximize and publicize accessible opportunities throughout the city
- The committee has developed an information flyer for accessible event planning
- This is an issue of visibility: we need to make accessible opportunities for people with disabilities common, promoting inclusion
- Excited about the Parks Master Plan and potential opportunities in accessible playgrounds, etc.
- BA: Thank you for the comprehensive update.
- VB: Really appreciate the point – when you don't need certain options you do not necessarily appreciate the need for them, and they need to be included.
- RM: Working with a website called accessible adventures, a site that is building a peer-to-peer review system for accessible places.
- JB: We were finally able to put the access mat in at North Beach this week... a mother was in tears because her boy could be in the water just like other kids. Two events coming up: September 14, accessible sailing clinic with a November sled hockey demo slated for Leddy.

5) Update on Smoking/Elimination of Smoking on Beaches (Bridges)

- Begin the discussion of a smoking ban in all city parks; current ordinance states no smoking within 25 feet of playgrounds and courts. This creates a patchwork of places you can and cannot smoke. Second-hand smoke doesn't stop at the 25-foot boundary lines.
- Part of P&R's mission is to promote healthy lifestyles, and we can do better.

- KP: The 25-foot issue was a first step, and second-hand smoke doesn't know boundaries. This seems like a natural next step.
- VB: Can you drink in parks?
- JB: Oakledge per event, North Beach, Waterfront, picnicking in shelter spaces (no glass bottles), permitted in limited locations but not in most of the parks.
- KP: Good position in the year to start this conversation and see what changes could be made to take to the Council in October.
- VB: This could be a difficult conversation. If more laws change it could be smoking of any products – not just tobacco products. No smoking would mean no smoking.
- JB: Smoking is not safe for kids and wherever can avoid smoke we should.

6) PIAP Update (Wildfire)

- We have met with almost every PIAP proposer; though we have 29 concepts, we are likely to receive between 12-15 proposals
 - Many of our proposers are joining forces
 - Confirmation from key sources on what will make projects TIF eligible or not
 1. Signalization project – by itself signaling is hard to make a case for economic development
 2. Utility project – again, hard to make a case for it as a stand-alone project but if combined with another project it can be viable
 3. Attended bike parking facility for BTV Town Center Mall – we cannot use TIF funding to support a privately funded mall
 4. Issues of timing
 - Will have around \$7 million dollars to spend towards projects
 - RFP is out and proposals are due October 17; open houses and posting these online were a great success and we will do these again
 - Collaboration/partnership opportunities have manifested as a result of this process; great ideas have found traction out of this open process
- VB: Where does the Skatepark project stand?
- NW: Bids went out and came back high. These bids have been rejected and will be repackaged for re-bid in fall and spring. There is work that can move forward this fall.
- VB: How will this effect Marathon? Real concern with access...
- JB: Disruption will happen in upcoming years as we rebuild the bike path and we have to plan for it.
- NW: Impacts on events and daily use is a priority throughout.

7) FY13/FY14 PFP Implementation Update (Francis)

- Calahan athletic field wrapping up mid-September
- Phase 2 Leddy softball field renovation will begin next week
- Bike Path rehabilitation underway:
 - Three pre-design meetings complete
 - Developed a project website: www.BTVBikePath.com
 - Survey work is well underway; test pits slated in upcoming weeks
 - First public meeting slated for October
- VB: Security & signage concerns during events (5/10k's)... can this be mapped out as designated locations? Potentially good for marketing events.
- JB: Moving from section designation to mile marker designations. We have not yet formalized fees for usage of the path.
- Parks Master Plan
 - In house: parks inventory and recreation assessment complete, level of service, financial and operations study underway

- Next team visit is in early October: public forum with project update and joint bike ride scheduled for the morning of Saturday, October 5: Bike the Parks/Bike the Path
- JB: Developing turf management plan for athletic fields
- VB: How does this arrangement work with the high school?
- JB: Parks maintains the fields and will complete the field renovation with Parks funds. There is a shared facility use - we do not pay for use of space for camps.

8) Other items

- None

9) Confirmation of next meeting date

- Next meeting date
 - Wednesday, September 11, 5:45 – 7:00 pm

10) Adjournment

- Meeting adjourned at 7:17 p.m. (Aubin/Brennan)